



**MINUTES OF MEETING**  
 Joint Sussex County TMT Meeting  
 July 11, 2007



**Meeting Date:** July 11, 2007  
**Location:** DelDOT South District Administration Building  
**Purpose:** Joint Sussex County TMT Meeting

**List of Meeting Attendees:**

Last Name	First Name	Agency	Email
Bayles	Buzzy	Ocean City EMA	bbayles@ococean.com
Cannon	Jack	Bridgeville Fire Company	
Carter	Russell	Oceanview Police	russell.carter@cj.state.de.us
Coffman	Edward	MDSHA/CHART	ecoffman@sha.state.md.us
Collins	Scott	Selbyville Police	ward.collins@cj.state.de.us
Donaldson	Gene	DelDOT	Gene.Donaldson@state.de.us
Duckett	Kisha	ORA	kduckett@orth-rodgers.com
Hall	John	Millsboro Fire Company	johnhallde@aol.com
Knowles	Warren	Civil Air Patrol	warren_knowles@hotmail.com
Littleton	Bruce	ORA	blittleton@orth-rodgers.com
Marquess	Alvin	MDSHA	AMarquess@sha.state.md.us
Murphy, II	John	Millsboro Police	john.murphy@cj.state.de.us
Parsons	Allen	Bridgeville Police	allen.pasrons@cj.state.de.us
Reed	Jeff	DelDOT/South District	jeff.reed@state.de.us
Saville	Garland	Millville Fire Company	GarSaville@aol.com
Toulson	Richard	DelDOT/South District	richard.toulson@state.de.us
Wallace	Lauren	Civil Air Patrol	Lwal216904@aol.com

**Handouts provided during the meeting:**

1. Agenda
2. Meeting Minutes from April 18, 2007
3. Statewide Action Items List
4. Sample Detour Route

**I. Opening Remarks**

- Gene Donaldson (DelDOT) began the meeting with brief introductions followed by review of the agenda. Gene reviewed the Statewide Action Items List. Copies of the All Hazard Evacuation Report were distributed in CD and hard copy format, as well as minutes of the last meeting. Of particular note, the next Special Needs meeting will be held on Tuesday, July 17, 2007 at 9 AM in the DelDOT Dover Administration Building. All are welcome to attend. A review of the current status of the detours across the state was provided. Finally, Bruce Littleton (ORA) give a presentation on Sussex Detours routes and presented a sample detour plan as a lead-in to a discussion of how the detour maps will be used and what are the next steps.



**MINUTES OF MEETING**  
Joint Sussex County TMT Meeting  
July 11, 2007



---

## **II. Statewide Action Item List**

Upon review of the statewide action items list, Gene gave updates to the group. The DAFB Communications Working Group is essentially complete. Meetings will be held quarterly.

Alvin Marquess from MDSHA asked to be included in the Transportation Management Training Program.

ORA will meet with Gene Donaldson (DeIDOT) to review next steps on the "Quick Clearance" Policy.

## **III. Detours**

Bruce Littleton (ORA) presented a PowerPoint presentation of where the Sussex County detours stand and reviewed a sample detour route. Handouts of the sample route were distributed to the group.

The following items related to the detours were discussed:

The detours are not being used in the field right now. Gene mentioned that a lot of time has gone into preparing the detour routes to date. Communication through the centers and field personnel needs to be established. The group was requested to provide input on the best method for rollout.

Alvin Marquess (MSHA) commented that Maryland prepared hard copies of their detour routes, and also distributed copies to the local police departments. Hard copies of the detours were also kept in the maintenance vehicles. These routes are stored in the CHART System.

Gene asked if anyone from the police or fire companies had additional comments. Below are the comments captured and the responses:

- Have the detour route maps already been distributed? No. Only north-south routes, SR 1, US 13, and US 113 have had any work done. Level 1 and Level 3 maps are complete for US 13. Level 1 maps have been presented to the TMT group for comments for SR 1 and US 113. The comments need to be incorporated into the Level 1 plans. Level 3 plans will then be developed and reviewed with the TMT committee.
- Police are able to utilize CD's in their cruisers. They have access to the internet as well. There would need to be a backup system in case the network was down. CD's should be distributed to the Delaware State Police Chief's Associations, and the police chiefs can funnel the information to the police officers. The fire department would need hard copies.



**MINUTES OF MEETING**  
 Joint Sussex County TMT Meeting  
 July 11, 2007



- Who is going to manage the system and provide direction, Suscom? Would it be the TMC or an alternate group? Incident commanders (NIMS) usually know how long they are going to be on the scene. In Sussex County, both the fire and police departments go through the EOC.
- In order to get the fire police involved, the order would need to come from the fire chief (under Title 21, Chapter 66).
- A safety training program will be provided in the near future. This program is being developed through the Delaware Fire School and will ultimately be provided to all responders to incidents. The program will show the change over from what happens now to the ideal.

As part of what are the next steps, there was a discussion of the next group of roads to be considered for the creation of planned detour routes. The following table shows the routes that were identified and the relative priority in for the development of the detours.

<b>Route</b>	<b>Length</b>	<b>Priority</b>
Del Rte. 26	Del. Rte. 1 to US 113	High
Del. Rte. 54	Del. Rte. 1 to US 113	High
Del. Rte. 54	US113 to Western end	Medium
Del. Rte. 24	Del. Rte. 1 to US 113	High
Del. Rte. 24	US 113 to Western end	Medium
Del. Rte. 30	Milford to Millsboro (US113)	High
Del. Rte. 30	Millsboro to US 13	Medium
Rd. 48 (Zoar Rd)	ALL	High
Del. Rte. 16	ALL	Medium
Del. Rte. 404	ALL	High
US Rte. 9	US 13 to Del. Rte. 404	High
ALT 9	ALL	Medium
Del. Rte. 17	ALL	Medium
Del. Rte. 20	ALL	High
Del. Rte. 18	ALL	Medium
Del. Rte. 5	ALL	Medium
Intersection of Rd. 48 & Del. Rte. 30		Medium
Intersection of Rd. 297 & Del. Rte 30		Medium



**MINUTES OF MEETING**  
Joint Sussex County TMT Meeting  
**July 11, 2007**



---

**Action Items**

- ORA will schedule the next Joint Sussex County TMT committee meeting to be held in August. The meeting has been tentatively scheduled for August 18<sup>th</sup>.

Minutes were prepared by Orth-Rodgers & Associates, Inc (ORA). We believe the foregoing minutes to be an accurate summary of the meeting and related decisions.

Any questions or concerns can be directed to Gene Donaldson at [gene.donaldson@state.de.us](mailto:gene.donaldson@state.de.us) or (302) 659-4601. Additionally, ORA is providing consulting support and Bruce Littleton can be reached at [blittleton@orth-rodgers.com](mailto:blittleton@orth-rodgers.com) or (215) 735-1932.

**TMT Website:** <http://www.deldot.gov/information/projects/tmt>